

Operations

CAP FLIGHT MANAGEMENT

CAPR 60-1, dated 4 Nov 01, is supplemented as follows

2-1 (i). Added. It is strongly recommended that each person on any flight out of the local area or overwater flights beyond power off gliding distance from land, shall wear or carry personal survival equipment. The weight of the survival equipment shall not exceed twenty (20) pounds unless approved by the PIC of the flight. The following is a list of suggested items to carry in the personal survival equipment kit:

- (1) Survival vest, soft-sided backpack, or duffel bag
- (2) Survival blanket
- (3) Packaged fire starter and waterproof container with strike anywhere matches
- (4) Knife
- (5) Signal mirror
- (6) First Aid Kit
- (7) Water purification tablets
- (8) Plastic Water Bag
- (9) Whistle
- (10) Compass
- (11) Gloves
- (12) Metal container or cup
- (14) One liter of water
- (15) Cord (25 Feet, 550 Parachute Cord)
- (16) Three high-energy food bars
- (17) Duct tape, electrical tape
- (18) Long burning candles
- (19) Boonie Hat or Floppy Hat
- (20) Pyrotechnic device (smoke, flares, etc)

2-1 (o) Added. The pilot in command shall operate the aircraft from the left seat only, and, except in an emergency, he/she will make all takeoffs and landings.

- a. The only allowable exception to this section shall be if the pilot in command is receiving training for CFI or CFII certification IAW CAPR 60-1 from a current and qualified CAP Instructor or Check Pilot who is present in the aircraft.
- b. This section does not apply to currently designated and qualified CAP Check Pilots and Instructor Pilots.

2-1 (p) Added. Aircraft flown for USAF funded missions are to be used in the following order:

- a) CAP Corporate Owned
- b) Member Owned
- c) Member Furnished - i.e. Rental, Aero Club, etc.

When a corporate aircraft is signed in to a USAF funded mission, it will be immediately refueled and released to the Operations staff for sortie assignment at the direction of the Incident Commander. The aircraft may be assigned to any other current and proficient Mission Pilot and crew in support of the mission.

Member owned/furnished aircraft may be prioritized for use when no corporate assets are available that will meet mission needs - i.e. SEADS mission/Multi Engine. If a corporate asset is not available locally, a member owned aircraft may be used to ferry personnel to a corporate asset for mission use or to a mission base.

Priority of use of corporate aircraft will follow the flight release codes in order from A-C, except that A-6 and B-15 Cadet Orientation missions will not be rescheduled for EPIC photo missions unless a customer directed time need must be met. In the event of an aircraft scheduling conflict, excluding A1 or A2 missions, the Wing Director of Operations or his/her designee will determine the allocation of aircraft.

2-2 (d) Added. Florida Wing CAP aircraft will only be operated to and from civilian airports, listed in the current FAA Airports/Facility Directory, that have paved runways and taxiways. Prior approval must be obtained from the Wing Commander or Director of Operations to operate from civilian airfields, listed in the current FAA Airport/Facility Directory, with unpaved runways and/or taxiways. During a REDCAP mission this authority is also delegated to the Incident Commander. Flights to and from military airfields are authorized only if the appropriate prior approval has been obtained through the LO Office or appropriate coordinating agency.

2-5 (b) Added. Florida Wing pilots and aircraft are hereby authorized to conduct flight operations in the adjacent Georgia and Alabama Wings to a Northern boundary of 32.00 degrees North Latitude.

2-5 (d). Added. A 200% buffer will be maintained for aircraft flying outside the local area with less than 10 hours remaining until recurring maintenance inspection and/or requirement (i.e. recurring ADs, 100-hour inspection, etc). For example, if a flight planned for five hours, there must be at least 10 hours remaining before the next maintenance or inspection. Exceptions are Florida Wing Liaison Officer, and exceptions authorized by the Director of Operations, Wing Aircraft Maintenance Officer, or Wing Commander.

2-9 Added. Mission check pilots will maintain a pilot information file at Wing HQ under the same requirements as for check pilots.

2-9 (l) Added. A copy of the Pilot Data Summary (Florida Wing Form 12) will be maintained as part of the pilot records.

2-11 (d) Added. Courtesy flight checks may be given to any CAP Pilot during funded activities by the Wing DOV or a check pilot or mission check pilot designated by the Wing DOV. Refusal to take a courtesy flight check is grounds for immediate suspension from CAP flying activities IAW CAPR 60-1, Paragraph 2-11.

2-11 (g) Added. Any member who has appeared before a Flight Review Board and has been found at fault for an aircraft incident, accident, violation of CAPR 60-1, and/or applicable supplements, while operating an aircraft, must take a Form 5 check ride with a Check Pilot designated by the FLWG DOV prior to resuming CAP flight activities.

2-13 (b) Added. Aircraft Flight Log (Florida Wing Form 43 (current)) will contain information listed on CAPF 99 and be used as the primary document for preparing the monthly Form 18 for National Headquarters. The Form 43 must be filled out in accordance with the instructions on the back.

2-13 (c) Added. Airworthiness Status Report (FLWG Form 44) must be kept current and include supporting logbook copies for all entries.

2-13 (k) Added. Florida Wing Specific Items (policy, letters, supplements, etc)

2-13 (l) Added. Local procedure items (specific of aircraft/unit assignment)

2-13 (m) Added. Aircraft Safety Bulletins

2-13 (n) Added. Survival Equipment Information (Equipment onboard, dates of certification, capacity, etc.)

2-13 (o) Added. Pilots wishing to use member owned/furnished aircraft will be responsible for providing, and having on board, copies of the items listed in Sections c, e, and f of Paragraph 2-13 (to include the 100 hour inspection if required by FAR's), before being permitted to participate in any CAP flight activities.

2-18 Added. Florida Wing General Operating Rules. The following general operating rules apply to all flight activities involving Florida Wing CAP Aircraft.

a. Except for take-off and landings, Florida Wing aircraft will be operated at or above 1,000 feet AGL. A brief descent to 500 AGL is authorized to confirm an objective only if such descent will not violate the provisions of FAR 91.119.

b. Each Florida Wing aircraft will be equipped with the following loose equipment:

- (1) Chocks and tie down ropes
- (2) CO Monitor
- (3) Cabin and pitot cover
- (4) Avionics panel security and/or gust lock
- (5) Control lock
- (6) Baggage tie down net
- (7) Combination lockbox for the aircraft keys (master, door, avionics lock) or a combination lockbox mounted to the outside of the squadron building or hanger for aircraft keys to provide ready access to the aircraft. Combinations (changed annually) will be forwarded to Wing Operations at the Wing HQ address with the location of the lockbox. Separate member keys are strongly discouraged.
- (8) All loose items will be stored in the cargo area of the aircraft in one container under the cargo net. Survival equipment, including flotation devices, will be kept away from all petroleum products. The appropriate container will be specified by Florida Wing and will have an inventory of the contents and total weight.

Note: None of these items may be removed from the proximity of the aircraft without the permission of the Florida Wing Director of Operations or Wing Aircraft Maintenance Officer. Removal will be noted in the aircraft status as a discrepancy.

- c. Any repositioning of Florida Wing aircraft will be coordinated through, and approved by, the Wing Operations staff and/or the Wing Commander prior to the aircraft being moved. Short-term moves may be coordinated through the Wing Operations staff by means of e-mail, phone or fax.
- d. The aircraft Pilot Operating Handbook will be placed in an area that is readily accessible to the PIC, without assistance, during all aircraft operations.

2-19 Added. Pilot in Command (PIC) Responsibilities. The following operational procedures are the responsibility of the PIC.

- a. Report any maintenance problems to the aircraft maintenance officer and annotate in the PIF.
- b. Assure the aircraft is properly secured and serviced, all trash, debris, and bugs are removed from the aircraft and all FLWG Form 43 entries are completed.
- c. Advise the FRO of the ending flight (Hobbs) and Tachometer times.

2-20 Added. In addition to meeting the requirements established by CAPR 60-1, each pilot wishing to exercise the privilege of acting as PIC of a Florida Wing aircraft shall maintain a minimum quarterly average of one hour per month of pilot proficiency flying. These flights should include the use of the self-conducted proficiency flight guidelines as outlined in Attachment 7 of CAPR 60-1.

2-21 Added. Pilots are required to attend a yearly Flight Clinic as set forth in CAPR 50-11, FLWG Operations Training Seminar, or complete a FAA Wings Program Phase. Proof of 50-11 flight clinic, operations training seminar attendance or FAA Wings Seminar Completion Certificate will be forwarded to the Wing DOV by the project officer or Group DOV.

3-2 (e) Added. Florida Wing Check Pilots and Mission Check Pilots will complete the National Check Pilot Standardization Course every two (2) years. In exceptional circumstances, waiver of this requirement may be granted in writing by the Wing DOV. Attendance at a NCPSC in another Wing may be granted in writing by the Wing DO with the concurrence of the Wing DOV.

3-2 (h) Added. Chief Check Pilot.

1. Chief Check Pilot must hold FAA Certified Flight Instructor (CFI) Certification and at least a third class medical certificate.

2. One Chief Check Pilot for Group HQ will be designated by the Wing DOV with the concurrence of the Wing Commander. The Group Chief Check Pilot should concurrently be assigned as the Group Stan/Eval Officer. Additional Chief Check Pilot may be appointed, based upon need, and will be designated as above. Under no circumstances, will more than one Chief Check Pilot be designated as the Group's Chief Check Pilot.

3. One Chief Check Pilot will be designated as the Wing Chief Check Pilot. The Wing DOV will be the Wing Chief Check Pilot, if qualified to hold the position.

4. Chief Check Pilots will be designated annually on a Wing Personnel Authorization.

3-2 (i) Added. Chief Mission Check Pilot

1. Chief Mission Check pilot must have a minimum of 40 mission sorties as PIC and satisfactorily complete a CAPF 91 Mission Check Pilot Checkout with a Chief Mission Check Pilot. The CAPF 91 must be endorsed for Chief Mission Check Pilot.

2. Chief Mission Check Pilots will be designated by the Wing DOV for each Group. A Group Chief Check Pilot may be concurrently designated as a Chief Mission Check Pilot if qualified to hold the position.

3. Mission Chief Check Pilots will be designated annually on a Wing Personnel Authorization.

3-2 (j) Added. All pilot authorization requests will be sent to HQ, Florida Wing, CAP/DOV using the Florida Wing Form 11 as a cover sheet. The Florida Wing Form 11 will be accompanied by one copy of the current CAPF 5, CAPF 91, pilot certificate(s), medical certificate(s), and a Florida Wing Form 12 (Pilot Data Summary).

3-2 (k) Added. The Wing DOV is designated as the appointing authority for Chief Check Pilots, Check Pilots, Instructor Pilots, Mission Check Pilots and Cadet Orientation Pilots.

3-3 (a) Added. In addition to meeting the requirements established by CAPR 60-1, each pilot wishing to exercise the privilege of acting as PIC of C-182 and/or MT7-235 Maule aircraft shall have 25 hours or greater in high performance and/or complex aircraft and have the appropriate FAA endorsement. The PIC applicant shall also have 10 hours or more in make and model. Pilots who already meet the flight time requirements of this section in either aircraft may transition to the other aircraft by accomplishing a minimum 2 hours of flight instruction followed by a Form 5. The use of CAP aircraft, if accompanied by a Check Pilot or Instructor Pilot, is authorized to meet this requirement.

Pilots must receive an initial Form 5 aircraft checkout with a Florida Wing Check Pilot prior to conducting flight operations as pilot in command of a C-172R or C-172S. The Form 5 will be endorsed by the check pilot as an aircraft familiarization checkout and needs to review the differences in the new aircraft in both ground and flight portions of the Form 5. A check ride can be accomplished in either the R or S to satisfy the requirement.

3-5 (c) Added. Members should complete a minimum of one hour of proficiency flying prior to a CAPF 5 flight check. The proficiency flying should be completed within 30 days prior to the CAPF 5 flight check. The proficiency can be self conducted or conducted with a CAP Instructor/Check Pilot or outside of CAP. New members must receive orientation and preparation for the CAPF 5 flight check within 30 days of the date of the flight check. The orientation must include as a minimum, ground instruction in CAPR 60-1. The CAPF 5 flight check will be conducted to **applicable FAA Practical Test Standards** and is not an instructional session. Authority to grant approvals to conduct the annual flight check with the same CAP Check Pilot, more than two years in a row, is delegated to the Wing DOV.

3-5 (d) Added. Chief Check Pilots are authorized to conduct Check Pilot Form 5 flight checks. Chief Check Pilots will be required to complete the annual Check Pilot Form 5 with the Wing Chief Check Pilot, FAA Designated Pilot Examiner authorized to administer CFI flight checks, CAP-USAF Flight Examiner, or in conjunction with the National Check Pilot Standardization Course.

3-5 (e) Added. Only CAP Check Pilots who hold FAA Instrument Instructor certification in the applicable category aircraft shall conduct the flight check required by this sub-part. The Wing Stan/Eval Officer or Wing Director of Operations may grant a written waiver in exceptional circumstances.

3-5 (j) Added. Any member from another Wing, who transfers into, visits or resides in Florida Wing on a temporary basis, must complete a local procedure familiarization flight with a Florida Wing Check pilot prior to conducting any flight operations. If the member is mission qualified, then the Check Pilot must also be a Mission Check Pilot. The Wing Stan/Eval Officer or Wing Director of Operations may grant a written waiver in exceptional circumstances.

3-5 (k) Added. Upon the completion of a CAP flight check, the check pilot, mission check pilot or check ride applicant will forward one copy of the Form 5 and/or Form 91 and Pilot Data Summary (Florida Wing Form 12) to the Wing Stan/Eval Officer (DOV). This paperwork will be used to validate CAP Flight Management System entries. Check pilots will enter their check pilot designation number in the remarks sections of the Form 5. This number is assigned on the Check Pilot Personnel Authorization Order.

3-5 (l) Added. A Florida Wing check pilot who has given a pilot dual instruction in preparation for a CAP checkride may not administer the check ride to that pilot. The Director of Operations or Standardization and Evaluation Officer may approve an exception.

The following procedures are required when any member fails to successfully complete a Form 5 flight check:

1. The Wing DOV will be notified of the unsatisfactory flight check as soon as possible. The pilot must receive a minimum of one hour dual instruction with a different instructor/check pilot and receive a recommendation for a re-check. The dual instruction will encompass all areas in ground and flight that were unsatisfactory.
2. A second unsatisfactory check ride may result in a mandatory Form 5 check ride of the recommending instructor. The applicant and/or instructor will be suspended from all CAP flight activities in accordance with CAPR 60-1 para 2-11. The Wing DOV will designate remedial training for reinstatement of flight status. There will be a minimum 30-day waiting period before the next check ride.

3-5 (m) Added. Unsatisfactory Form 91 Flight Check

1. The Wing DOV will be notified of the unsatisfactory flight check as soon as possible. The pilot will receive one hour of remedial ground or flight training as recommended by the mission check pilot. This remedial training can be accomplished with a highly qualified mission pilot, as designated by the Mission Check Pilot and with the concurrence of the Wing DOV. The mission pilot will sign a recommendation for a re-check.
2. A second unsatisfactory check ride will result in mandatory re-training of all CAPR 60-3 items for mission pilot and a 30-day waiting period before the next re-check.
3. The initial recommending mission pilot and/or mission check pilot may be subject to a standardization check from the Wing DOV and/or a mission check pilot designated by the Wing DOV.

3-5 (n) Added. CAPF 5 flight checks will not be conducted as part of a training SAR/DR/CD mission or during an actual SAR/DR/CD mission. CAPF 91 mission flight checks may be conducted as part of a SAR training mission with a mission check pilot overseeing the conduct of the flight. During an actual SAR, safety must be a priority at all times and the CAPF 91 flight check is not to interfere with the conduct of the mission.

3-6 (b) Added. Request for senior member flight training IAW CAPR 60-1 will be made on the FLWG Form 11I.

3-8 (a) Added. In addition to meeting the provisions of CAPR 60-1 and CAPR 60-3, members should complete at least one hour of proficiency flying prior to a Form 91 Mission check ride. This proficiency flying can be accomplished by conducting a SAR/DR training sortie, actual SAR/DR sortie, or other flight profile that reviews mission pilot tasks. CD mission sorties do not meet the requirements of this section and will not be accepted.

4-2 (h) Added. The Wing DO, DOO, or Wing AC MX must approve all B-8 flights flown by members to support the operations of the Florida Wing Headquarters prior to such flights taking place. For command issues, the Florida Wing Commander may also approve such. The work order number issued for all B-8 flights will be written in the remark box on the FLWG Form 43 along with the notation "WW" (Wing Waived).

4-5 (e) Added. Florida Wing Flight Release Officers must have access to email.

4-9 (a) Added. Flight Release Officers will be appointed in writing by the present Florida Wing commander. The Wing DOV is designated as an appointing authority.

Evelyn Holdren, Lt. Col, CAP
Wing Administrative Officer

Matthew Sharkey, Colonel, CAP
Wing Commander

Note: Shaded areas identify new or revised material. Portions of this supplement may be superseded by the Southeast Region Supplement to CAPR 60-1

Supersedes: All previous Florida Wing Supplements to CAPR 60-1

OPR: DOV

Distribution: A

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Subj: FL Wing Supplement 1, dated 10 November 2001, Approval

Date: 12/20/2001 9:26:47 AM Eastern Standard Time

From: JSHARP@capnhq.gov

To: msharkey@cfl.rr.com

Col Sharkey,

Your FL Wing Supplement 1, dated 10 November 2001, is approved as written.

John Sharp for Glen Atwell

Subj: RE: Supp Change 1

Date: 8/30/02 3:34:25 PM Eastern Daylight Time

From: PKALISKY@capnhq.gov

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Approved as requested.

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